

## Renewals

A renewal notice will be e-mailed to you in November of the year your product registration will expire. Please notify us immediately of any changes to your contact information. Renewals must be submitted electronically using the State of Connecticut's on-line registration system. All products must be renewed for the full 5 year registration cycle.

**A late penalty applies to renewals received after December 31st of the expiration year. The late fees are as follows:**

Date Renewal Received	Fee Total	Cost per Product for Late Renewal
Jan. 14 – Jan. 30	Renewal fee of \$940+ 10% (\$94)	\$1,034
Feb. 1 – Mar. 1	Renewal fee of \$940+ 20% (\$188)	\$1,128
Mar. 2 – Mar 31	Renewal fee of \$940+ 40% (\$376)	\$1,316
Apr. 1 – Apr 30	Renewal fee of \$940+ 50% (\$470)	\$1,410
After May 1	Renewal fee of \$940+ 65% (\$611)	\$1,551

**DO NOT REGISTER A NEW ACCOUNT THE FIRST TIME YOU ACCESS THE ON-LINE SYSTEM. YOUR COMPANY ALREADY HAS AN ACCOUNT. YOU SIMPLY NEED TO LOG IN USING THE USERNAME AND PASSWORD PROVIDED IN THE WELCOME E-MAIL.**